

ACCIDENT PREVENTION PLAN CHECKLIST ADMINISTRATIVE SECTION

LOCATION:	DATE:		
CONTRACT:	SIGNATURE:		

	Please check and submit copies of the following items that are applicable.	YES	NO	REMARKS
1	Statement of safety and health policy			
2	Identification & accountability of personnel responsible for accident prevention			
3	Means for coordinating and controlling work activities of contractors, subcontractors, and suppliers.			
4	Responsibilities of subcontractors in effecting the requirements of the accident prevention plan			
5	Plans for safety indoctrination and continued safety training			
6	Provisions for frequent safety inspections of work sites, material, & equipment to ensure compliance with accident prevention plan and safety manual			
7	Means of recording (in inspection reports) identified safety and health deficiencies.			
8	Measures, timetable and INDIVIDUAL responsible for correction of deficiencies listed above.			
9	Procedures for follow-up inspections to ensure correction of deficiencies			
10	Responsibility for investigating and reporting accidents; reporting exposure			
11	Responsibility for maintaining accident and exposure data, reports, and logs			
12	Emergency response capabilities to minimize the consequences of accidents or natural disaster			
13	Contingency plans for severe weather, e.g., windstorms, flooding, tornados, marine storms, etc.			
14	Plans for maintaining job cleanup and safe access			
15	Public safety requirements (e.g., fencing, signs)			
16	Local requirements which must be addressed			
17	Prevention of alcohol and drug abuse on the job			
18	Plans for a hazard communication program			
19	Written program for the control of hazardous energy (Lockout/Tagout)			
20	Dive plans submitted to safety.			
21	List of designated equipment operators, i.e. crane, dozer, etc.			
22	Written safety plans for the pit and dumping areas.			
23	Remarks:			